

**SHEILA
DOUGLAS:**

Hello, everyone. This is Sheila Douglas with the ePlanning team. And today we're going to be discussing how to navigate the NEPA Register. This is where all projects are stored, giving a centralized one-stop shop for finding NEPA and land use plan projects.

First you need to get to the NEPA Register. A quick and easy way is to do a Google search for NEPA Register and click on the first link.

Once you're in the Register, it defaults to Map Search option. Users can zoom into areas of interest and view the NEPA projects located nearby. Clusters of points will break into individual projects represented by the BLM logo as the map zooms in. The base map could be changed using the Switch Basemap button.

Users can navigate to a project's website by clicking on the project followed by the blue project name. A Text Search option is available for those with a particular project or kind of project in mind. This can be accessed by clicking the Text Search tab at the top of the map. Users have the option to refine their search by state, office, document type, fiscal year filed, program, and by open comment period.

You can also click on the Advanced Search link. That will allow for a more specific search. Unless you know the specifics about the project you are searching for, for best results, use the Site Page Text Search.

After clicking the Search button, the results will appear at the bottom of the page. You can also sort your results by clicking the headers in white font. Clicking on the blue NEPA number will direct the user to the project website.

Finally, you can click the gray Download Results button under the search results. It will automatically download in Excel to your downloads.

Thank you for watching and please remember, if you have any additional questions, please submit a remedy ticket or visit our KRC and SharePoint sites for additional supporting documentation.